

November 22, 2016

The regular meeting of the Council of the City of Martinsville, Virginia was held on November 22, 2016, in Council Chambers, Municipal Building, at 7:30 PM with Mayor Danny Turner presiding. Council Members present included Mayor Danny Turner, Vice Mayor Jennifer Bowles, Council Member Gene Teague, Council Member Mark Stroud and Council Member Sharon Brooks Hodge. Staff present included Assistant City Manager Wayne Knox, Clerk of Council Karen Roberts, and Public Works Director Jeff Joyce.

Following the invocation by Council Member Stroud and Pledge to the American Flag, Mayor Turner called the meeting to order and welcomed everyone to the meeting.

Mayor Turner announced that the public hearing for a possible solar project had been postponed to a later Council meeting and would not be discussed at tonight's meeting.

Consider approval of minutes from the October 24, 2016 Neighborhood Meeting and the October 25, 2016 Council Meeting – Council Member Teague made a motion to approve the minutes as presented; Council Member Hodge seconded the motion with a 5-0 Council vote in favor.

Recognize Army Veteran John R. Redd as recipient of the 2016 Henry County-Martinsville Outstanding Military Veteran, and Marine Corp Veteran Malon I. Shelton as Veteran of the Year – Mr. Redd was not present. Mayor Turner and Vice Mayor Bowles presented Mr. Shelton with a plaque. Shelton said it is an honor to receive the recognition and thanked Council for the award. Council Member Hodge said she greatly appreciated his service and was thankful for how active he has been in assisting other veterans.

Hear an update from New College Institute Associate Director and Chief Academic Officer Dr. Leanna Blevins – Dr. Blevins congratulated Mr. Shelton on his award and thanked Council for recognizing the veterans. She wanted to point out the tasks that the NCI staff work on daily and shared student testimonials stating that Council should hear from the students and those who are committed to changing their lives for the better through NCI. NCI welcomes families into the facility for educational opportunities and College Night. They offer an Engineering Day for middle-school children and a College and Career Day for area residents. Council Member Hodge asked about the tele-health program, and asked if NCI is working to attract area high school students. Blevins said the former coordinator had been working with the high schools to integrate some of the coursework needed into the high school curriculum. They have also worked with Patrick Henry nursing students and IT students. Vice Mayor Bowles asked to verify if College Night is only for those looking to obtain a 4-year degree. Blevins said College Night is more focused on 2-year or 4-year degrees instead of vocational training. Mayor Turner expressed concern that the number of students seems to be down. Blevins said the enrollment is down in Bachelor Degrees but enrollment is in line with national and state enrollment decline. She stated that enrollment is up for other degrees. Council Member Teague asked where the future of NCI is going. Blevins says the school is a

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decade old and the model was to help our immediate region and attract more students from the local area. If the school continues to focus locally then it will continue to be small. If they expand outside of the area then a new model needs to be created. Longwood would be a good partner in addition to other potential schools. NCI would like to continue to build enrollment from outside the area but they need to focus on housing and employment for when the students graduate. The NCI Board welcomes Council opinions but they plan to move forward with reworking the new model. Bowles asked about worst-case scenario if funding in 2017 falls through. Blevins says they have financial plans in place even without funding from the Harvest Foundation. Bowles also asked if NCI received the partnership with Longwood, would NCI still offer vocational training. Blevins said the NCI Board does not want to make NCI another traditional Longwood campus; they want to offer other options including vocational and engineering. Teague asked how the timetable would unfold defining the new model over the next year. Blevins said it is hard to pinpoint a timeline and she did not want to be quoted when that could change. She does not agree that NCI needs a partner to remain academically sustainable but feels it is in the best interest of the school to grow. NCI partners with the EDC for the good of the community with EDC bringing NCI residents in need of opportunity. Both agree that the community needs a highly qualified and educated workforce. Teague asked how they are on space. Blevins said they still have plenty of space available for classes. Teague says he understands the concern expressed by Mayor Turner about other organizations occupying space but he feels it is a support system between NCI and those organizations and would not present a problem at this time. Turner says it appears the building could be used for a lot more than what it's being utilized for at this time. Blevins says they have had over 400 graduates who have bettered their lives, advanced in their job or obtained a job and that is the mission of the school. Council Member Stroud hopes that she will be named Director and feels that would be one of the wisest decisions made by NCI. He said he felt NCI is a vital asset to the community and providing education and training for a better community. Bowles asked how the community could reach NCI and the Board members to provide their input; she also requested information on the Board meetings. Blevins said the board is working on ways to include the community involvement and feedback. The board holds public meetings twice a year and those are announced. Some of the smaller committees meet more often but are also open to the public.

Recognize City Employees who are eligible for Service Awards – October 1 through December 31, 2016 – Mayor Turner read the list of service award recipients.

**SERVICE AWARD RECIPIENTS
SECOND QUARTER - FISCAL YEAR 16-17
FOR THE PERIOD OF OCTOBER 1 – DECEMBER 31, 2016**

NAME		DEPARTMENT	YEARS OF SERVICE
WAYNE	MOORE	WASTEWATER PLANT	5
SANDRA	TOMLINSON	COMMISSIONER OF THE REVENUE	10
JAMES	HOPKINS	FIRE DEPARTMENT	15
DANNY	WORRELL	PUBLIC WORKS	20
DOUG	BOAZ	WATER PLANT	25
MARK	GILBERT	POLICE DEPT	25
WILLIAM	STULTZ	UTILITY BILLING	30

Consider setting a Public Hearing for the December 13, 2016 Council meeting for the 2016 update of the City of Martinsville's Solid Waste Management Plan – Jeff Joyce, Public Works Director stated the plan needs to be updated every five years, detailing where the City is on goals. Staff recommends the public hearing be set for the December 13 meeting and final touches are being handled now with copies in various locations for the public to view. Council Member Teague made a motion to set the public hearing for December 13, Council Member Stroud seconded the motion. Council Member Hodge asked if there was anything new that residents should be looking at. Joyce said the contract was updated with First Piedmont last year and recycling rates would be addressed. Over the next 5 years any cost savings would be implemented but no major changes are expected. Stroud said the workers at the landfill work hard and are pleasant to work with. All Council Members voted in favor.

Virginia Administrative Code
Title 9. Environment
Agency 20. Virginia Waste Management Board
Chapter 130. Solid Waste Planning and Recycling Regulations

9VAC20-130-120. Planning Requirements.

A. Basic planning elements:

1. Objectives for solid waste management within the planning unit;
2. A discussion as to how the plan will be implemented and tracked, consisting of an integrated waste management strategy to support and promote the hierarchy set forth at 9VAC20-130-30; giving preference to alternatives in the following order of priority: source reduction, reuse, recycling, resource recovery, incineration, and landfilling;
3. Definition of incremental stages of progress toward the objectives and schedule for their implementation, including, for compliance with 9VAC20-81-450, specific solid waste management facility names, facility capacities, and life based on 20-year need;
4. Strategy for the provision of necessary funds and resources;
5. Descriptions of the funding and resources necessary, including consideration of fees dedicated to future facility development;
6. Strategy for public education and information on source reduction, reuse, and recycling; and
7. Consideration of public and private sector partnerships and private sector participation in execution of the plan. Existing private sector recycling operations should be incorporated in the plan and the expansion of such operations should be encouraged.

B. A minimum recycling rate as specified in § 10.1-1411 of the Code of Virginia for total municipal solid waste generated annually in each solid waste planning unit shall be met and maintained.

1. The plan shall describe how the minimum recycling rate shall be met or exceeded. The department may approve the solid waste management plans of units that do not currently meet the minimum recycling rate only if all other requirements of these regulations have been met and the solid waste planning unit demonstrates its commitment to implementing a strong and detailed action plan for recycling to meet the required rate.
2. When a solid waste planning unit's annual recycling rate falls below the minimum rate, it shall constitute evidence of a significant deviation from the plan. The plan may be subject to revocation by the department under 9VAC20-130-110 E unless the solid waste planning unit submits a recycling action plan acceptable to the department per subsection 1 of this section.

C. The solid waste management plan shall include data and analyses of the following type(s)

for each jurisdiction. Each item below shall be in a separate section and labeled as to content:

1. Population information and projections for 20 years of population growth and development patterns;
 2. Urban concentrations, geographic conditions, economic growth and development, markets for the reuse and recycling of materials, transportation conditions, and related factors;
 3. Estimates of solid waste generation from residential, commercial institutional, industrial, construction, demolition, debris and other types of sources, including the amounts reused, recycled, recovered as a resource, incinerated and landfilled. Entities engaged in the collection, processing, and marketing of recyclable materials should provide data for incorporation into the recycling rate calculation, when requested by the planning unit.
 4. A listing of existing and planned solid waste collection, storage, treatment, transportation, disposal and other management facilities, their projected capacities, expected life and systems for their use;
 5. All milestones in the implementation of the solid waste management plan over the 20-year projection and the parties responsible for each milestone;
 6. A description of programs for solid waste reduction, reuse, recycling, resource recovery, incineration, storage, treatment, disposal and litter control;
 7. A description of outreach programs for waste exchange, public education and public participation;
 8. The procedures for and results of evaluating solid waste collection, including transfer stations; and
 9. The assessment of all current and predicted needs for solid waste management for a period of 20 years and a description of the action to be taken to meet those needs.
- D. All known solid waste disposal sites, closed, inactive and active, within the area of the solid waste management plan shall be documented and recorded at a centralized archive authorized to receive and record information and a copy shall be sent to the department. All new sites shall be recorded at the same central data source.
- E. A methodology shall be utilized to monitor the amount of solid waste of each type produced within the area of the solid waste management plan and to record the annual production by solid waste types at a centralized archive and a copy shall be sent to the department.
- F. The solid waste management plan shall include, when developed locally, a copy of the local governing body's resolution adopting the solid waste management plan.
- G. The solid waste management plan shall include, when developed regionally, a copy of the resolution approving the plan adopted in accordance with the Virginia Area Development

Act, the Virginia Water and Waste Authorities Act, the provisions of the Code of Virginia governing joint exercise of powers by political subdivisions (§ 15.2-1300 of the Code of Virginia), or other authority as applicable.

H. The solid waste management plan shall clearly and explicitly demonstrate the manner in which the goals of the planning requirements in these regulations shall be accomplished and actions to take if these requirements are not met.

I. A planning unit that does not meet the requirements of these regulations shall submit an action plan, by mail or electronic mail, for approval by the department. Such action plans shall include:

1. A description of the deficiency that requires the development of the action plan.
2. A time schedule to resolve the deficiency(ies) associated with the planning unit's failure to meet the requirements of the approved solid waste management plan.
3. A reporting requirement to the department, of a minimum of once every six months, including activities or updates documenting how the action plan requirements are being met.
4. Plans and all subsequent reports and submittals shall be reviewed by the department within 30 days of receipt by the department.
5. All the department's requests for further information or response(s) shall be provided within 30 days of receipt at the planning unit. The department may grant reasonable extensions to these deadlines on a case-by-case basis.

Statutory Authority

§ 10.1-1411 of the Code of Virginia; 42 USC § 6942(b), 40 CFR Parts 255 and 256.

Historical Notes

Derived from VR672-50-01 § 3.2, eff. May 15, 1990; amended, Virginia Register Volume 17, Issue 21, eff. August 1, 2001; Volume 24, Issue 4, eff. November 28, 2007; Errata, 24:6 VA.R. 889-890 November 26, 2007; amended, Virginia Register Volume 27, Issue 22, eff. August 3, 2011.


<p>Virginia Administrative Code Title 9. Environment Agency 20. Virginia Waste Management Board Chapter 130. Solid Waste Planning and Recycling Regulations</p> <p>9VAC20-130-175. Amendments to Plans.</p> <p>A. Amendments to the plans shall be classified as major or minor. These classifications are described in this section below.</p> <p>1. Major amendments shall include:</p> <ul style="list-style-type: none"> a. Any addition, deletion, or cessation of operation of any solid waste disposal facility; b. Any increase in landfill capacity; c. Any change that moves toward implementation of a waste management strategy that is lower in the waste management hierarchy; d. Action plan(s), including an action plan to address a planning unit's recycling rate that has fallen below the statutory minimum; or e. Any change to membership in the approved area. <p>2. Minor amendments shall include:</p> <ul style="list-style-type: none"> a. Any addition, deletion, or cessation of operation of any facility that is not a solid waste disposal facility; b. Any change that moves toward implementation of a waste management strategy that is higher in the waste management hierarchy; or c. Any nonsubstantive administrative change such as a change in name. <p>3. Minor amendments shall be submitted, by mail or electronic mail, directly to the department for notation. The planning units are the repository for the minor amendments to the plans.</p> <p>B. Major amendments shall require the same public participation as detailed in 9VAC20-130-130 before being submitted, by mail or electronic mail, to the department for approval prior to implementation.</p> <p>C. The department shall review major amendments and approve or return comments on any deficiencies no later than 90 days from the date the amendments are received. In the event the department is unable to complete its review within 90 days, the applicant will be notified and given a date as to when the review will be completed. No department approval shall be necessary for minor amendments.</p> <p>D. Each submitter who receives comments on his major plan amendment under subsection C of this section shall submit a corrected amendment to the department no later than 90 days</p>	<p>following notification of deficiencies.</p> <p>E. Major amendments approved without alteration shall become effective upon notification. If after review of the corrected amendment submitted pursuant to subsection D of this section, the department cannot approve the corrected amendment because it finds the amendment not to be in accordance with this chapter, it will issue a notice of intent to disapprove to the submitter. The notice of intent to disapprove shall set forth (i) the reason for the disapproval, (ii) what is required for approval, and (iii) the right of the submitter to an informal fact-finding proceeding under Chapter 40 (§ 2.2-4000 et seq.) of Title 2.2 of the Code of Virginia. The department will give priority consideration for review of corrected amendments when the planning unit has a pending permit application for a solid waste management facility.</p> <p>F. Solid waste management planning units are required to maintain current plans. On or before each five-year anniversary of the department's plan-approval date, the planning unit shall submit a letter to the department, by mail or electronic mail, certifying that the following plan elements, listed in 9VAC20-130-120 C, have been maintained and updated: waste generation estimates are current, the schedule increments have been met, and a projected 20-year waste management capacity remains available or projects otherwise are on schedule to meet the unit's solid waste needs. The letter of certification will be used in the department's assessment of whether any plan amendments are necessary and to ensure compliance with 9VAC20-130-110 E.</p> <p>Statutory Authority § 10.1-1411 of the Code of Virginia; 42 USC § 6942(b), 40 CFR Parts 255 and 256.</p> <p>Historical Notes Derived from Virginia Register Volume 17, Issue 21, eff. August 1, 2001; amended, Virginia Register Volume 24, Issue 4, eff. November 28, 2007.</p>
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Consider discussion of the City's 2017 Legislative Agenda – Assistant City Manager

Knox detailed the amendments requested by Council previously. Council Member Hodge questioned the item regarding the transportation authority; considering Henry County does not share the City's view, she asked if they still want to pursue that. Knox said the chance of it coming to fruition is a long shot. Council Member Teague said it was the City's position so he felt it should be listed. Vice Mayor Bowles asked about the Economic Development section and if there was some language that could be added about requesting additional funding for local grants or small business grants. Teague said that might be a question for the City Attorney Eric Monday. Teague said he would like to see a statement added under Economic Development section to welcome state assistance to help stressed localities but stated he is against any forced or mandated help. He mentioned the cost of housing inmates and what was funded by the state and what percentage was funded by the locality. The per diem for inmate funding is down and the cost of housing inmates in Martinsville is \$17 per day per inmate. Teague said if localities are housing state prisoners (sentenced for 1 year or more) then the state should fund them 100%. 36 of the 130 inmates in Martinsville City jail are state inmates. Teague suggested that Sheriff Draper could help draft the correct language to ask the state to fund state inmates entirely and maybe provide additional information at the next Council meeting. Mayor Turner has talked to local legislators about help with AMP Ohio

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and would like language added to help Danville in their battle against AMP Ohio. Knox said there is still time to rework the wording on the BPOL line item. Teague said VML supported asking JLARC to perform a study regarding the lottery sales revenue. Council Member Hodge said Mr. Poindexter suggested asking another organization to perform the study.

<div data-bbox="272 317 464 363"> Martinsville A CITY WITHOUT LIMITS</div> <p>The City of Martinsville appreciates the efforts its legislators undertake at both the state and federal level on behalf of its citizens. Listed below are the City's priorities requested of its legislative delegation in 2017.</p> <p>Virginia General Assembly</p> <p>Transportation</p> <ol style="list-style-type: none">1. In the short term, upgrade those portions of Route 220 overlaying I-73 to interstate standards. Any construction or upgrades to the I-73 corridor should begin on those sections passing through Henry County.2. Continue to place priority on Route 58 improvements, particularly the section between Stuart and Hillsville, Virginia.3. <u>Approve the concept of a transportation authority for southern Virginia, with a dedicated revenue stream for the construction of I-73 and other transportation priorities.</u> <p>Education</p> <ol style="list-style-type: none">1. City Council endorses the agenda proposed by the Martinsville City School System and also endorses the educational priorities adopted by Henry County, on behalf of its school system.2. Oppose the imposition of unaided education mandates and in the event of revenue cuts by the Commonwealth opposes targeted cuts by the Commonwealth, instead preferring local decision making authority on where to make any such cuts.3. Recognizing its potential to promote economic development within our community and region, continue support for the development and funding of the New College Institute; urge that any funding reductions to New College Institute, if considered, be minimized to the greatest extent possible, and support the affiliation of The New College Institute as a branch of a four-year public university.4. Request the Commonwealth to fully fund the expenditures imposed upon local school systems by implementing the Standards of Quality.5. Encourage the Commonwealth to continue or increase the current levels of financial support provided to Patrick Henry Community College.6. Encourage the Commonwealth to provide <u>financial support to the College of Healthsciences School of Medicine support for the concept of a medical school in Martinsville-Henry County.</u>7. Request the Commonwealth to provide incentives for consolidation of school systems. <p>Economic Development</p> <ol style="list-style-type: none">1. Maintain current levels of funding for economic development incentives, including but not limited to the Governor's Opportunity Fund.2. Enhance the authority granted to localities to address and eliminate blighted properties, and the formation of interstate compacts to allow expedited recourse against out-of-state property owners.3. Continue current funding levels of the Virginia Museum of Natural History.4. Request enhanced state and federal financial assistance for localities which exceed the average state unemployment rate by 150% for a period of five consecutive years.5. Support continued tourism awareness initiatives in the Martinsville-Henry County region.6. Expand local authority to designate Enterprise Zones and establish incentives.7. <u>Oppose efforts by Henry County PSA to reopen the Lower South River Wastewater Treatment Plant, absent a regional study concluding that such is in the best interests of Martinsville-Henry County taxpayers, customer base, economic needs and state environmental policy.</u> <p>Governance</p>		<ol style="list-style-type: none">1. Request the appointment of a joint gubernatorial legislative commission to examine the structure of local government in Virginia; the commission's mandate to include:<ol style="list-style-type: none">a. Examination of local government in the other 49 states for potential adaptation to Virginia.b. Enable cities to expand their revenue basec. Elimination of the "zero-sum" revenue base structure, which creates friction between cities and counties.d. Elimination of redundant services and programs between contiguous cities and counties.2. Request full funding for HB 599 funds, in fulfillment of the Commonwealth's commitment to cities in return for their acquiescence in the annexation moratorium.3. Request that the Commonwealth fully fund its obligations to the Virginia Retirement System, and refrain from borrowing from VRS funds.4. Request the elimination of "local aid to the Commonwealth" in the state budget; local aid artificially inflates state revenues by shifting responsibility for cuts in vital services onto localities.5. Elimination of all unfunded mandates from the Commonwealth to localities.6. Oppose any elimination or alteration of local revenue streams, and specifically oppose any amendment to the current manner in which the Business Occupation and Licensing Tax and the Machinery and Tools Tax are levied, unless a replacement revenue stream, not subject to biennial appropriation, is guaranteed by the Commonwealth.7. Request a minimum level funding for operational requirements of the Henry-Martinsville Department of Social Services.8. Request that the General Assembly leaves intact the fire programs fund and the rescue squad assistance funds and not use these funds as a way to balance the state budget.9. Request that the Commonwealth fully fund its obligations to constitutional officers.10. Oppose any attempt to curtail the doctrine of sovereign immunity for localities.11. Oppose any attempt to permit collective bargaining for state and local government employees.12. Oppose any amendment of the existing burden of proof or process in local tax appeals cases.13. <u>Request authority to refund erroneously paid taxes at an interest rate which differs from that imposed on delinquencies, and to refund taxes erroneously paid through the fault of the taxpayer at no interest.</u>14-16. <u>Consider assigning a proportional share of lottery sales revenue to the localities generating such sales.</u> <p>United States Congress</p> <ol style="list-style-type: none">1. Oppose any effort to impose additional taxation or regulation of electrical power generation by coal or natural gas.2. Urge the Federal Highway Commission to adopt the CTB's designated route for I-73, or alternatively to preserve the current record of decision in the event the CTB's route is rejected.3. In the short term, upgrade those portions of Route 220 overlaying I-73 to interstate standards.4. Request \$3.72M in funds for the redevelopment of brownfields extending from the former American Furniture and Sars Lee sites, along Aaron Street to River Road.5. Request \$6.25M in funds for the elimination and redevelopment of blighted areas in the city.6. Request legislation to provide special federal incentives to businesses locating in regions which have experienced job losses in excess of 5% of the total workforce and/or declines in median incomes since the adoption of NAFTA, WTO or GATT. Target such areas for increased federal funding in education or workforce retraining.7. Extend high speed broadband service throughout southern Virginia.8. Request enhanced state and federal financial assistance for localities which exceed the average state unemployment rate by 150% for a period of five consecutive years.9. Oppose the EPA's proposed expansion of the definition of "waters of the United States" in 40 CFR 230.3.	<div data-bbox="1339 535 1490 562"><p>Comment [EM3]: Council may wish to modify this language to reflect its wishes in regard to BPOL.</p></div>
<p>Staff Designations</p> <p>City Council empowers the following staff members to speak on its behalf and in its best interests to the Virginia General Assembly and United States Congress, its members and committees:</p> <p>City Attorney Eric Mondag City Manager Lewis Tovanick Other department heads as appointed by the City Manager</p>			

Consider amending the Northside CDBG Contract – Assistant City Manager Knox said when the project was started they planned to only do owner/occupant homes. What they would like Council to do is send a letter of request to DHCD to allow owner/investor properties while no other items in the contract or the budget would change. Council Member Hodge asked if any of the nine interested parties are current “problem” landlords. Knox said they were not. He said they are well within the budget and plan to pick up additional homes to rehabilitate. Council Member Teague and Hodge both expressed concern that the property

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owner should already be investing the money to upgrade the property. Knox said some repairs are beyond what the owner is earning from rent to have the repairs made within a reasonable time frame. The property owner would repay the money back and would not be allowed to raise the current rental rates. DHCD may also require a public hearing before the contract can be amended. Franklin Street is complete but Dillard and Warren Court will not be completed until spring, 2017 due to the asphalt plants closing. Knox will return December 13 to ask Council to expand the contract. Hodge made a motion to authorize City Manager Towarnicki to mail letter of request; Vice Mayor Bowles seconded the motion with all Council members voting in favor

<p>activities in accordance with the following standards:</p> <ul style="list-style-type: none"> Property with an acquisition cost less than \$1,000 may be used for other activities without reimbursement to the Federal Government or may be sold on the open market; Property with an acquisition cost of \$1,000 or more may be used or sold provided that the Grantee receives approval from DHCD and compensation is made to DHCD. The amount of compensation shall be computed by applying the percentage of federal participation in the cost and use of the original purchase to the under depreciated value of the property as set forth above; or If a Grantee has no need for the property and yet it continues to be useful, then a request for disposition instructions must be sent to DHCD. In response to this request, DHCD may instruct a Grantee to transfer or sell the property. <p>Expendable Personal Property</p> <p>Expendable personal property refers to all tangible personal property other than nonexpendable. Examples of expendable personal property are office supplies and lumber.</p> <p>Contract Amendments</p> <p>The Grant Manager is expected to manage the project according to the activities set forth in the CDBG Agreement. However, in rare cases,</p> <p>changes must be made. This requires an official contract amendment to the CDBG Agreement that has been signed and executed by the Grantee and DHCD.</p> <p>No amendment that significantly alters the scope or objectives of the project as set forth in the approved Grant Proposal and CDBG Agreement will be allowed, except as indicated below. No modification of project activities is allowed which will decrease the scope of the project.</p> <p>If a project changes in such a manner as to significantly affect the project activities but not decrease the intended benefit of the LMI persons for whom the project was funded, an amendment to the CDBG Agreement may be in order. The following steps are required in amending the CDBG Agreement:</p> <ol style="list-style-type: none"> A letter signed by the Chief Executive Officer, who executed the CDBG Agreement, must submit a letter to the Associate Director of DHCD, outlining the requested changes and an explanation as to why they are necessary. This letter might need to be accompanied by appropriate support documentation, including a revised Management Plan, Performance-based Project Budget or project area map. The letter and appropriate support documentation must be uploaded into "Reports and Communication" in CAMS as a <i>correspondence</i> document; Upon receipt of the request, DHCD will review the substance and contributing 	<p>conditions involved in the change to determine whether the change is justified. No contract amendment will be approved which results in a project which would not have been approved for funding in the selection competition in which the initial proposal was rated; and</p> <ol style="list-style-type: none"> A formal acknowledgment of the amendment will be transmitted by DHCD and must be executed by both the Grantee's authorized official and the Deputy Director of DHCD. <p>If an amendment request is approved by DHCD, the Grantee must not obligate any funds for affected activities until the following steps have been taken:</p> <ul style="list-style-type: none"> An Environmental Assessment must be undertaken and an Environmental Review completed if the amendment would affect the type or scope of the project activities; and A properly advertised public hearing must be held if the proposed change in scope results in a change in the proposed beneficiaries. <p> Consult with your Community Development Specialist as soon as you perceive a need for a contract amendment to ensure you know what support documentation will be required.</p> <p>Compliance Reviews</p> <p>To ensure the project complies with DHCD's program requirements, the Community Development Specialist will</p> <p>conduct on-site compliance reviews. The Grant Manager is expected to assist the Community Development Specialist with the scheduling of the review by making sure that all key staff and consultants are available to answer the Community Development Specialist's questions.</p> <p>When the review is conducted will be determined by the degree or amount of progress on the project. An interim compliance review is generally done around forty-five (45) days after construction begins but not later than 14 months after the CDBG Agreement's execution. A final compliance review will be scheduled when approximately 85% of the CDBG funds have been drawn down.</p> <p>Prior to the compliance review, the Grantee will receive a letter that will announce the date, time, and place of the review, and identify the program areas to be reviewed. Each applicable area is reviewed through source documentation so it is imperative that the Grant Manager makes sure the program files are complete and up to date.</p> <p>The letter may include an <i>Annual Expenditure Report</i>, which the Grantee must complete prior to the Community Development Specialist's arrival. The necessary support documentation for all CDBG and leverage expenditures to date must be available.</p> <p>The Grant Manager must arrange for an office space where the Community Development Specialist can review the files.</p> <p>In addition to reviewing the project files, the Community Development Specialist</p>
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Consider approval of consent agenda – Council Member Teague made a motion to

approve the consent agenda as presented; Council Member Hodge seconded the motion with all Members in favor.

BUDGET ADDITIONS FOR 11/22/16				
ORG	OBJECT	DESCRIPTION	DEBIT	CREDIT
FY16				
General Fund:				
01101916	485801	State Categorical - Shared - Comprehensive Services		71,032
01850540	505760	Comp. Services - SPED Private Day	71,032	
		Additional funding received		
Total General Fund:			71,032	71,032

BUDGET ADDITIONS FOR 11/22/2016				
ORG	OBJECT	DESCRIPTION	DEBIT	CREDIT
FY17				
General Fund:				
01100904	442401	Local Confiscated Assets - Police Dept		214
01311085	506118	Police Dept - Local Confiscated Assets	214	
01100904	442402	Local Confiscated Assets - Commonwealth's Attorney		214
01221082	506118	Commonwealth's Attorney - Local Confiscated Assets	214	
Local confiscated funds				
01100905	450209	Sale of Salvage/Surplus		4,500
01438169	506007	Warehouse/Garage Complex - Rep & Maint Supplies	4,500	
Replacement of garage bay lighting				
01101917	442701	Categorical Other - State - Fire Programs Fund		366
01321102	506110	Fire Dept - State Grant - Fire Programs	366	
Additional grant funding received				
01100909	490104	Advance/Recovered Costs		1,526
01331108	501300	Sheriff/Corrections - Part-time & Temporary Wages	1,130	
01331108	502100	Sheriff/Corrections - Social Security	70	
01331108	502110	Sheriff/Corrections - Medicare	16	
01331108	506008	Sheriff/Corrections - Vehicle Equipment & Maint.	226	
01331110	506200	Sheriff/Annex - Prisoner Allowance	84	
Reimbursement from Henry County for litter pickup - September				
1100908	480406	Miscellaneous Revenues - Donations/Recreation		650
1711210	506007	Recreation - Equipment & Supplies	650	
Team Sponsor donations				
01100909	490137	Recovered Costs - Public Safety		2,432
01331108	501200	Sheriff/Corrections - Overtime	1,480	
01331108	502100	Sheriff/Corrections - Social Security	92	
01331108	502110	Sheriff/Corrections - Medicare	21	
01311085	501200	Police Department - Overtime	780	
01311085	502100	Police Department - Social Security	48	
01311085	502110	Police Department - Medicare	11	
Off Duty Security reimbursements				
Total General Fund:			9,902	9,902

School Federal Programs Fund:				
20102926	401078	Title I		1,035,981
86011100	561120	Instructional S&W	625,587	
86011100	562100	Social Security	47,137	
86011100	562210	Retirement	179,370	
86011100	562300	Insurance	65,664	
86011100	562400	Life Insurance	7,050	
86011100	562520	Disability	403	
86011100	563000	Purchased Services	42,077	
86011100	565503	Travel	8,351	
86011100	566013	Materials & Supplies	20,618	
86012160	561120	Admin S & W	29,687	
86012160	562100	Social Security	2,226	
86012160	562210	Retirement	4,401	
86012160	562300	Insurance	3,045	
86012160	562400	Life Insurance	346	
86012160	562520	Disability	21	
20102926	436778	Title IIA		118,566
86111100	561120	Instructional S & W	109,944	
86111100	562100	Social Security	8,606	
86111100	566000	Materials/Supplies	16	
20102926	436586	Title III		9,691
86311100	561120	Instructional S & W	969	
86311100	563000	Purchased Services	880	
86311100	565503	Travel	1,196	
86311100	566013	Materials & Supplies	6,646	
20102926	435878	Title VI Rural Ed		44,740
86411310	561120	Instructional S & W	40,890	
86411310	562150	Social Security	2,869	
86411310	566013	Materials/Supplies	981	
20102926	417378	Title VIB IDEA Pre School		6,297
86611100	561120	Instructional S&W	5,000	
86611100	562100	Social Security	383	
86611100	566013	Materials & Supplies	914	
20102926	402778	Title VIB Flow Through		548,072
86511100	561120	Instructional S&W	121,437	
86511100	561151	Instructional S&W Aides	210,998	
86511100	562100	Social Security	20,611	
86511100	562150	Medicare	4,820	
86511100	562210	Retirement	48,203	
86511100	562300	Insurance	55,964	
86511100	562400	Life Insurance	3,956	
86511100	562520	Disability	383	
86511100	562750	retirement Credit	3,524	
86511100	563140	Purchased Services	26,491	
86511100	565503	Travel	24,649	
86511100	566013	Materials & Supplies	27,036	
20102926	404878	PERKINS		56,455
86721100	563000	Purchased Services	7,025	
86721100	565503	Travel	13,943	
86721100	566013	Materials	35,487	
Total School Federal Programs Fund:			1,819,802	1,819,802

Comments by members of City Council – Council Member Stroud hopes that everyone has something to be thankful for. He said he is very blessed and thankful. Council Member Hodge is thankful for youth in the community who want to share blessings and shared that Harvest Youth will be having community meal at the Martinsville High School November 23. She wished everyone a wonderful Thanksgiving. Council Member Teague congratulated Hodge on her reelection to the City Council and congratulated Kathy Lawson and Chad Martin on their election. He thanked those other candidates for their campaigning and participation. Vice Mayor Bowles congratulated Hodge, Martin and Lawson also and added that the Harvest Youth Board meal at MHS would be from 2:00-5:00pm. She stated that the Millennials of Martinsville would be volunteering at the Harvest Board dinner and instructed anyone interested in volunteering to visit HarvestFoundation.org for more information. Mayor Turner encouraged citizens to Shop Local Saturday; a local television station will follow Turner and the Vice Mayor while they shop several uptown merchants. He shared details an event honoring Pearl Harbor on December 17 at Roselawn beginning at 12:53pm and invited all World War II veterans to attend. Vice Mayor Bowles wished her father and aunt a happy birthday. Turner asked Kathy Lawson if she would like to say a word. Lawson thanked the

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citizens who voted and trusted her to serve on Council again and she wished everyone a blessed Thanksgiving. Lawson complimented Assistant City Manager Knox on his interaction with a resident that she spoke to recently and said the resident was very appreciative that Knox called to follow up to ensure the issues was taken care of.

Comments by Assistant City Manager – Assistant City Manager Knox reminded residents there is a burning ban in the City and County. He recognized the Police Department and Public Works Departments for a successful Christmas parade. He reminded residents of the Turkey Trot on Thanksgiving Day. City Hall will be closing half-day Wednesday until Monday for the Thanksgiving holiday.

Business from the Floor *(not televised)* – no one stepped forward.

There being no further business, a motion was made by Council Member Teague to adjourn the meeting, seconded by Council Member Hodge with all Council Members voting in favor. The meeting adjourned at 9:11pm.

Karen Roberts
Clerk of Council

Danny Turner
Mayor